

MINUTES OF MEETING  
SOUTHEAST CASS WATER RESOURCE DISTRICT  
CASS COUNTY HIGHWAY DEPARTMENT  
WEST FARGO, NORTH DAKOTA  
JANUARY 8, 2014

The Southeast Cass Water Resource District met on January 8, 2014, at 8:30 a.m. at the Cass County Highway Department, West Fargo, North Dakota.

Present were Mark Brodshaug, Chairman; Dan Jacobson, Manager; Lance Yohe, Manager; Carol Harbeke Lewis, Secretary-Treasurer; Brittany C. Moen, Administrative Assistant; Sean M. Fredricks, Attorney for the Board; Chad Engels, Engineer for the Board; George Grossman, City of West Fargo; Jason Benson, Cass County Engineer; Pat Downs, Red River Retention Authority; Brett Coleman, Corps of Engineers (by telephone); and Gerry Gwost, Lake Shure Estates.

**Minutes**

It was moved by Manager Jacobson, seconded by Manager Yohe and unanimously carried to approve the minutes of the December 18, 2013, meeting.

**Approval of agenda order**

It was moved by Manager Yohe, seconded by Manager Jacobson and unanimously carried to approve the order of the agenda, as amended.

**Reorganization of the Board for 2014**

It was moved by Manager Jacobson and seconded by Manager Yohe to appoint the following individuals to serve in the designated capacities for calendar year 2014:

Mark Brodshaug	Chairman
Dan Jacobson	Vice Chairman
Carol Harbeke Lewis	Secretary-Treasurer
Mark Brodshaug Dan Jacobson	Cass County Joint Water Resource District representative
Lance Yohe	Cass County Joint Water Resource District alternate representative
Dan Jacobson	Sheyenne River Joint Water Resource District representative

Mark Brodshaug

Sheyenne River Joint Water Resource  
District alternate representative

Upon roll call vote, the motion carried unanimously.

**2014 meeting dates**

The Board discussed its regular meeting dates for the year 2014. It was moved by Manager Yohe and seconded by Manager Jacobson to adopt the following resolution. Upon roll call vote, the motion carried unanimously.

**RESOLUTION**

BE IT RESOLVED, that the Southeast Cass Water Resource District does hereby set the 11th of February at 8:30 a.m., the 11th of March at 1:30 p.m., and third Wednesday of April through December, at 8:30 a.m. in the Cass County Highway Department building, 1201 Main Avenue West, West Fargo, North Dakota, as its regular meeting dates, times and place for the year 2014.

BE IT FURTHER RESOLVED that the Secretary be and she hereby is directed to forward a copy of said schedule of meetings to the Cass County Auditor and to post said schedule at the Water Resource District's principal office and the location of the scheduled meetings, all in accordance with the provisions of Section 44-04-20 as amended.

APPROVED:

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Mark Brodshaug  
Chairman

ATTEST:

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Carol Harbeke Lewis  
Secretary-Treasurer

### **Designation of depositories of Southeast Cass Water Resource District public funds**

It was moved by Manager Jacobson to designate the following as depositories of Southeast Cass Water Resource District public funds:

Alerus Financial  
Bell State Bank and Trust  
US Bank  
Bank of the West  
First International Bank  
Bremer Bank  
First State Bank of North Dakota (Casselton)

Manager Yohe seconded the motion. Upon roll call vote, the motion carried unanimously.

### **Pledges of Assets**

It was moved by Manager Yohe to approve the following Pledges of Assets:

Alerus Financial	(as per agreement of March 7, 1996)
Bank of the West	\$1,300,000

Manager Jacobson seconded the motion. Upon roll call vote, the motion carried unanimously.

### **Review of contract for legal services**

It was moved by Manager Jacobson and seconded by Manager Yohe to reaffirm the agreement with Ohnstad Twichell, P.C. for legal services and approve the billing rates, as presented. Upon roll call vote, the motion carried unanimously.

### **Review of contract for engineering services**

It was moved by Manager Jacobson and seconded by Manager Yohe to reaffirm the agreement with Moore Engineering, Inc. for engineering services and approve the billing schedule, as presented. Upon roll call vote, the motion carried unanimously.

### **Review of contract for financial consultant services**

It was moved by Manager Yohe and seconded by Manager Jacobson to reaffirm the agreement with Dougherty & Company LLC for financial consultant services, as needed. Upon roll call vote, the motion carried unanimously.

### **Wild Rice River Dam**

Brett Coleman reviewed a PowerPoint presentation regarding the Wild Rice River Dam fish passage design. He informed the Board the design is 35% complete, but had been paused due to lack of funding. Funding for the dam has become available to continue design work, and the Corps of Engineers is seeking input from the Water Resource District before design work continues.

Alternatives for the dam were presented, including the construction of a rock rapids fishway on the existing dam or 50' upstream of the existing dam, or removal of the dam. Mr. Coleman explained the dam is currently an obstacle for fish and other aquatic life, and removal of the dam would benefit wildlife there.

The dam was constructed in 1934 for agricultural water supply. Access would be needed from the property owners and right-of-way would be needed for future maintenance. An access road would be constructed to the site. The project cost as well as operation and maintenance would be paid by the Diversion Authority.

Property owners and agencies with potential interest in the Wild Rice River Dam will be invited to a future meeting for further input.

### **Sheyenne River and Wild Rice River Snagging and Clearing Projects**

Chad Engels said Industrial Builders, Inc. will start snagging and clearing work next week on the Wild Rice River and the downstream northern portion of the Sheyenne River. American Enterprises, Inc. will start work on southern portions of the Sheyenne River in a couple of weeks.

### **Wild Rice Watershed Detention Study**

Mr. Engels gave a PowerPoint presentation regarding the Wild Rice Watershed Detention Study. Mr. Engels gave a summary of the study which includes HEC-RAS based models. The study assumes an even rainfall and gives 10 original synthetic scenarios, with 1 snowmelt runoff progression scenario added later. The project scope included the entire U.S. portion of the Red River Basin, including the Devils Lake Basin.

Mr. Engels summarized the results of each plan for the Board, and emphasized that in order to reduce flooding in the Wild Rice River Watershed, counties will need to work together.

### **Bois de Sioux Mainstem Detention Study**

Mr. Engels gave a PowerPoint presentation regarding the Bois de Sioux Mainstem Detention Study.

### **Reed Township 57th Street Flood Study**

Mr. Engels discussed the findings from the completed Reed Township 57th Street Flood Study. The goal of the study was to analyze the impacts if 57th Street were to be raised from 52nd Avenue North to 64th Avenue North, to allow Lake Shure homeowners access to their property in times of flooding. Mr. Engels said very minimal impact was found, but recommended culverts be installed through the street if it is raised to help maintain storage. Mr. Engels said the cost of the project, including right-of-way needed for increasing the width of the road, would be \$600,000. He will distribute preliminary plans to the Board and to Gerry Gwost.

The Board reminded Mr. Gwost that the potential project is not under the jurisdiction of the Water Resource District and recommended he contact the township and county if there is interest in pursuing the matter.

### **Correspondence from West Fargo Planning**

It was moved by Manager Jacobson and seconded by Manager Yohe to authorize the Water Resource District Engineer to review and submit comments regarding the following correspondence from West Fargo Planning:

- The Yards 3rd Addition
- Maple Ridge at the Preserve 4th Addition
- Proposed Veterinary Clinic
- The Wilds 6th Addition
- Annexation of approximately 225 acres in the S 1/2 of Section 32 in Reed Township

Upon roll call vote, the motion carried unanimously.

### **Southeast Cass Project Dashboard**

The Board discussed having a Project Dashboard updated for each meeting to recap the status of all open projects. Mr. Engels reviewed the 18 Southeast Cass Water Resource District projects that are currently open, and will provide a draft Project Dashboard for the Board's review at the next meeting.

### **Bills**

It was moved by Manager Yohe and seconded by Manager Jacobson to approve payment of Checks #11088 through #11107, and the electronic funds transfers, as presented. Upon roll call vote, the following Managers voted in favor: Brodshaug, Jacobson and Yohe. The Chairman declared the motion passed.

### **Old Drain #3 right-of-way east of University Drive along the south side of Riviera Mobile Home Park**

Mr. Fredricks will follow up with the City of Fargo regarding Old Drain #3 right-of-way east of University Drive along the south side of Riviera Mobile Home Park.

**Adjournment**

There being no further business for the Board to consider, it was moved by Manager Jacobson, seconded by Manager Yohe and unanimously carried to adjourn the meeting.

APPROVED:

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Mark Brodshaug  
Chairman

ATTEST:

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Carol Harbeke Lewis  
Secretary-Treasurer